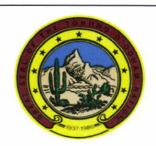
## **TOHONO O'ODHAM NATION**



HUMAN RESOURCES OFFICE P.O. Box 837 ~ Sells, Arizona 85634

Phone: (520) 383-6540 ~ Fax: (520) 383-4676

Website: www.tonation-nsn.gov



# DESERT DIAMOND WEST VALLEY RESORT LOCATION: GLENDALE, ARIZONA

The Tohono O'odham Nation Police Department is <u>only</u> accepting applications from candidates who are current Arizona police officers or from candidates who possess an active Arizona POST certification.

HR 210	Department/Program/Division	<u>Job Title</u>	<u>Note</u>	Opening Date	FY	2015 Salary
Department of Public Safety						
4270	Law Enforcement - Site: West Valley	Police Officer (9 Vacancies)	Lateral	6/22/2015	\$	24.45
Executive						
4301	Gaming Office	Gaming License Coordinator	CR	7/10/2015	\$	31.30
4322	Gaming Office	Gaming Compliance Auditor	CR	7/10/2015	\$	65,111.00

#### OPEN CONTINUOUS RECRUITMENT FOR DESERT DIAMOND WEST VALLEY RESORT

DEPARTMENT

**POSITION (S)** 

**CLOSING DATE** 

**Gaming Office** 

Gaming Inspector (CR)

**Open Continuous** 

Open Until Filled: Apply during the first 10 working days to assure you are in the first group to be interviewed if qualified.

<u>Current Employees:</u> must be in your current position for six (6) months prior to applying for another job opening. (Section III. H.h.) This provision may be waived if it is in the best interest of the Nation. Employees applying for transfer or promotional opportunities must advise their supervisor that they are competing for other position.

NOTE: All regular, temporary, full-time, part-time clerical positions under the Tohono O'odham Nation's Executive Branch will be filled from the established "Clerical Roster." Applicants are required to be tested in order to be considered for any clerical positions, except Receptionist.

#### FOR CLERICAL TESTING

Clerical testing is reserved for Monday-Friday 8:30am-10:30am and 1:30pm—2:30pm EXCEPT ORIENTATION FRIDAY'S.

If applying contact Human Resources at (520) 383-6540 to schedule an appointment.

Clerical test results must be submitted with your application packet, to be considered "complete".

#### IT IS IMPORTANT TO KEEP YOUR SCHEDULED APPOINTMENTS!!

### **APPLYING FOR POSITIONS**

HOW TO APPLY: Submit the following on or before the closing date: (1) a signed & completed Tohono O'odham Nation employment application, (2) a signed & completed Authorization to Release Information document, (3) a signed & completed Background/MVR Investigations document, (4) if claiming Indian Preference, submit a certified document of Indian Blood certificate (C.I.B.) OR a copy of Tribal Enrollment Card, (5) and resume, high school diploma, transcript of college courses, (3) letters of reference, copy of Arizona driver's license, 39 month motor vehicle record, and clerical results, if required, to the TOHONO O'ODHAM NATION, HUMAN RESOURCES OFFICE. Applications and supporting documents become the property of the Tohono O'odham Nation.

<u>Indian Preference</u> and Preference in filling vacancies will be given to (1) enrolled members of the Tohono O'odham Nation, (2) enrolled members of other nations, (3) other candidates. The Tohono O'odham Nation is committed to providing Equal Employment Opportunities.